



The City of San José Is Seeking An Independent Police Auditor

THE COMMUNITY

San José, the “Capital of the Silicon Valley”, is California’s third largest city (population 926,200) and the eleventh largest city in the nation. With a world-renowned quality of life, San José is the heart of cultural, government, and economic activity for the Silicon Valley region.

San José also is the Safest Big City in America with the best public safety record of any metropolitan area in the country. San José celebrates a broad diversity in its population as one of its greatest strengths, and its local communities have strong heritage and economic ties around the world that enrich the cultural environment.

San José is also ranked as having the highest median U.S. household income (\$76,181). At the heart of the dynamic Silicon Valley region is a thriving economy sustained in part by many innovative high-tech and manufacturing companies that make the region a national leader in exports. In addition to accessible and modern light rail, commuter rail, and bus systems, the region is also served by the convenient Norman Y. Mineta San José International Airport located close to San José’s vibrant downtown.

People living and working in San José recognize they are living in one of the nation’s best-managed cities as well as one of the best places for business and career opportunities. Santa Clara Valley is home to more than 1.6 million people, but the area boasts unique and livable neighborhoods that are proud of their excellent quality of life for all residents.

In addition to an ideal mild climate, the area offers a wide variety of exciting cultural, recreational, educational and entertainment opportunities. HP Pavilion at San José in the center of the city is home to the NHL Sharks and a full schedule of cultural and sporting events. Other community and cultural landmarks include the Children’s Discovery Museum, San José Repertory Theater, Tech Museum of Innovation, San José State University, and the Mexican Heritage Plaza. San José also shares the beautiful beaches of Northern California, wonders of the Sierra Nevada, and the unique environment of the San Francisco Bay Area.



CITY GOVERNMENT

The City of San José is a full service Charter City and operates with a Council-Manager form of government. Ten full-time Council Members are elected by District on a non-partisan basis, and serve overlapping four-year terms with a two-term limit. The Mayor is also a member of the City Council but is independently elected at large and serves up to two four-year terms. The Mayor is responsible for policy and budget leadership of the City.

The City Council appoints six Charter officers — the City Manager, City Attorney, City Auditor, City Clerk, Redevelopment Agency Executive Director, and Independent Police Auditor. Department directors are appointed by the City Manager, subject to confirmation by the City Council.

The City of San José has 6,800 positions and a total budget of \$2.4 billion for fiscal year 2004-2005. San José is consistently ranked as one of the nation’s best-managed cities and regularly earns professional awards for innovation and results. To learn more about the City of San José, visit the City’s website at www.sanjoséca.gov.

OFFICE OF THE INDEPENDENT POLICE AUDITOR

The City of San José is proud of its link to the innovation and entrepreneurial spirit of the Silicon Valley, and strives for that same spirit and high quality in municipal government services. San José is considered a pioneer in implementing a contemporary approach to civilian oversight of police departments.

The Office of the Independent Police Auditor (IPA) was established in 1993 with the goal of enhancing public confidence and credibility in its police operations and in the handling of investigations of complaints filed against members of the San José Police Department (SJPd). Reporting to the City Council, the IPA is charged with the following responsibilities:

- Monitor and audit SJPd investigations of complaints filed against police officers to determine if the investigation was complete, thorough, objective and fair.
- Serve as an alternative location for any person to file a complaint against a San José police officer.
- Conduct public outreach to educate the community about the process and procedures of the investigation of complaints against police officers and the role of the IPA.

- Prepare and present reports to the City Council that analyze trends and patterns; include a statistical analysis; and document the number of complaints, the type of complaints, and the number of complaints sustained.
- Make recommendations to enhance and improve SJPd policies, procedures, and training that result in strengthening public confidence in its police force.

Widely recognized for its effectiveness, San José's Independent Police Auditor model has been replicated throughout the world. Outgoing IPA Theresa Guerrero-Daley has worked diligently to assist other professionals and communities with evaluating and establishing similar functions in their cities and nations. Ms. Guerrero-Daley was elected as a Santa Clara County Superior Court judge earlier this year and will be taking her seat on the bench within the next several months, thus creating this vacancy.

The San José IPA is supported by five extremely committed staff members, including a Deputy Director who oversees the day-to-day operations. The Office operates on an annual budget of \$660,000. Additionally, an IPA Advisory Committee of diverse community representatives serves as an ongoing communications mechanism to share concerns, issues, and information, and to identify opportunities for improvement.

CANDIDATE PROFILE

The ideal candidate will demonstrate the ability to build strong, yet independent, working relationships with a wide array of constituents and community representatives. Those individuals deemed to be highly qualified will be proactive, entrepreneurial, and outgoing leaders who blend the best aspects of leadership and technical competence, and who exhibit a exemplary commitment to uncompromising personal and professional integrity.

Along with demonstrating respect for the importance of the IPA's independence, the new Auditor will be expected to understand and genuinely value the history of the Office of the IPA in San José, as well as its mission and authority under the City Charter. This individual will also need to quickly grasp the unique complexity and depth of San José's diversity and the challenges faced by professional policing, and to focus on effective solutions that achieve results for the community and the City.

Education & Experience

Extensive knowledge of police operations, procedures, training, and performance standards is required. In addition, fundamental knowledge of criminal and administrative investigations, as well as familiarity with current case law in the criminal law field, penal and evidence codes, and other related authorities will be weighted favorably. Experience in local government and working with elected officials will also serve candidates well in competing for this position. Ideal candidates will possess a track record of success and reflect a history of extensive, proactive community engagement along with the ability to work effectively under intense pressure and scrutiny. Experience in effective written and oral communications for a wide variety of audiences is desirable. Experience in a similar role is highly preferred. A Bachelor's degree in a related field is required. A Master's degree and/or Juris Doctorate is desired.

Professional Competencies and Characteristics

In addition to the above qualifications and previously identified characteristics, the following attributes have been identified as being critical to the predictable success for the incoming IPA. Ideal candidates will display:

- A strong passion for community relations and outreach
- Outstanding verbal and written communication skills
- Superior analytical abilities
- A high level of resiliency and the ability to not take things personally
- Exceptional interpersonal skills
- Creativity and innovation
- An aptitude for navigating through challenging or ambiguous situations or cultures
- A high degree of political sensitivity
- Effective facilitation, negotiation and diplomacy skills
- A fondness and talent for managing people
- The ability to apply objectivity and impartiality even under the most difficult of circumstances
- Traits that reflect a high energy and self-motivating personal style
- Commitment to achieving solutions and results
- A willingness to make a long-term commitment to San José.



COMPENSATION AND BENEFITS

The salary for this position will be dependent upon the qualifications and experience of the selected candidate. The previous Independent Police Auditor's salary was \$135,720. The City provides an excellent array of benefits that includes the following:

Health Plan – The City contributes 90% of the premium for the lowest cost plan

Dental Plan – The City contributes 100%

Life Insurance – Equal to two times annual salary

Auto Allowance – \$350 per month

Contributory Retirement Plan - The City contributes 17.12% and the employee contributes 6.06% of annual base salary to the City of San José Retirement Plan (full reciprocity with CalPERS agencies and a 2.5% at 55 formula). Additionally, a deferred compensation plan, long-term disability and accident insurance and an employee assistance program are available. For senior staff positions, the City also offers a \$250,000 low interest home loan. A generous vacation, executive leave and holiday package are also provided.



APPLICATION AND SELECTION PROCESS

The final filing date is **Friday, October 1, 2004**. To be considered for this rare career opportunity, submit a cover letter with current salary, resume, and list of six professional references to:



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CPS EXECUTIVE SEARCH

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Tel 310.377.2612 (Teri)

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Email: resumes@cps.ca.gov

Website: www.cps.ca.gov/shannon

Following the filing date, resumes will be screened in relation to the criteria outlined in this brochure. Candidates with relevant qualifications will be given preliminary interviews by the consultants by mid-October. Candidates deemed most qualified will be reported to the City. A small group of candidates will be invited to participate in final interview and selection activities in San José scheduled for November 4, 2004. Following the selection activities, the selected candidate will undergo a thorough background investigation and reference check.



The City of San José is an Equal Opportunity Employer

SEARCH SCHEDULE

Final Filing Date: Friday, October 1, 2004

Preliminary Interviews: October 6 – 15, 2004

Finalist Interview Process: November 4, 2004

These dates have been secured and it is recommended that candidates plan their schedule accordingly.